



Augsburg Germany, 1964
Oiso, Japan, 1968
Monrovia, Liberia, 1972
Holon, Israel, 1997
Sarajevo, Bosnia-Herzegovina, 1999

Dayton Sister City Committee/Foundation Meeting Minutes
Tuesday, January 8, 2019
Coolidge Wall Law Office, 5:30 pm

1. General Welcome & Call to Order

- a) Welcoming guests, introduce sub-committee chairs and ensuring they inform interested new members about upcoming sub-committee meetings

Members in attendance: Hunt Brown, Arch Grieve, Alexis Larsen, Tony Ricciuto, Amelia Robinson, Monica Jones, Carolyn Rice, Kevin Lydy, Peggy Kelly, Emerie Lukas, Bonnie Kling

Guests: Monica Harris, Jen Lumpkin, Ryan Taylor, Brianna Furman, Amanda Grieve, Thomas Siafa, LaTasha Rountree, India Brookshire

2. Strategic Planning

- a) Arch provided an overview of the rationale and purpose of strategic planning time, explaining that the goal is to use the first 10-15 minutes of each meeting to spend on creating a new strategic plan for the DSCC.
- b) The committee reviewed the previous plan's accomplishments/remaining items and members provided updates on accomplishments from the previous plan, including keeping in touch with students who have gone overseas, creating new web and marketing materials, beginning the Sister City Soiree to help raise funds for student travelers, hosting regional Sister City events, and more.
- c) Arch explained that next month's topic will be a stakeholder analysis and invited people interested in joining an ad hoc strategic planning committee to reach out to him.

3. Action Item: Review and Approval of November Minutes

Moved: Peggy Kelly; Seconded: Tony Ricciuto – the motion passed unanimously with Carolyn Rice abstaining, citing not being present at the previous meeting.

4. Action Item: Set Times/Dates/Location for 2019 Regular Meetings

The Committee voted to set the meeting times for the year at 5:30PM on the 2nd Tuesday of the following months: March, May, July, September, and November Coolidge Wall Law Office, 33 W. 1st St. Dayton, OH 45402. This was done with the expectation that members meet in sub-committees in between regular meetings in order to allow them to have more time to devote to committee work.

Moved: Carolyn Rice; Seconded: Alexis Larsen – the motion passed unanimously.

5. Elect Sub-Committee Chairpersons for 2019 for committees whose Chair's term ended or vacancy

- a) Youth Committee – Tony Ricciuto, nominated by Peggy Kelly – the motion passed unanimously.
- b) Kevin Lydy moved and Arch Grieve seconded to table the appointment of a Monrovia Committee Chairperson until interested new members can apply and join the Committee – the motion passed unanimously.
- c) Events Committee – Amelia Robinson, nominated by Arch Grieve – the motion passed unanimously.

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- d) Marketing Committee – Bonnie Kling, nominated by Arch Grieve – the motion passed unanimously.
- e) Nominating Committee – Hunt Brown, nominated by Bonnie Kling – the motion passed unanimously.

6. Committee Reports

- a) Budget (Peggy Kelly)
 - i) Action Item: Review and approval of 2018 Financials
Moved: Carolyn Rice; Seconded: Alexis Larsen – the motion passed unanimously.
 - ii) Action Item: Review and approval of 2019 Annual Budget – Peggy explained before the vote that sub-committees that did not issue requests could still request money for 2019, but that this money is being stored in the “unplanned opportunities” account until requested. Sub-committee chairs are encouraged to set meetings and make plans and, if necessary, request money to carry out those plans in 2019.
Moved: Bonnie Kling; Seconded: Kevin Lydy – the motion passed unanimously.
 - iii) Action Item: Establish annual membership dues for 2019
Amt: \$20 Moved: Hunt Brown; Seconded: Carolyn Rice – the motion passed unanimously.
- b) Youth – Tony provided an update on the Augsburg exchange, explaining that kids were going this year to Augsburg and that the process is going smoothly. Kevin explained that kids are coming from Oiso this year and provided an update on that while explaining that nothing would likely be happening in 2020 due to the Olympics.
- c) Augsburg (David Klass) – No report.
- d) Monrovia (vacant chair) – Thomas Siafa, a former DSCC member, provided an account of his efforts to meet with the Mayor of Monrovia and explained that he was able to deliver a letter from Mayor Whaley to his office, but was unable to meet with him in person. Guests Tasha and India expressed interest in joining the committee and Hunt and Arch agreed to set up a meeting to figure out goals for 2019 Monrovia committee efforts.
- e) Holon (Carolyn Rice/Lori Simms-Parks) – Carolyn explained that she hopes 2019 will be a year of renewed efforts in reaching out to and connecting with Holon.
- f) Sarajevo (Monica Jones) – Monica provided an update on the recent visit from a representative from Banja Luka’s water department, recounted Commissioner Joseph’s efforts to get individuals who are interested in doing work with Bosnia and Herzegovina together, and Arch provided an overview and update on the two exchange programs taking place with BiH in 2019.
- g) Marketing (Amelia Robinson) – Amelia provided an update on efforts to get the Sister City Soiree organized again for 2019, explaining that she is working with Lily’s to arrange something in March or April.
- h) Scholarship Committee (Peggy Kelly) – Peggy explained that they now have one application to review and will set a date/time/location for the scholarship committee to meet and discuss awarding the first scholarship.

7. Old Business

- a) Hunt provided an update on discussions to establish a Sister City relationship with Farnborough, in Rushmoor, England.
 - i) *The committee voted to recommend to the Dayton City Commission that the City of Dayton approve a new Sister City Relationship with Farnborough in Rushmoor, England*

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Moved: Peggy Kelly; Seconded: Kevin Lydy – the motion passed unanimously.

8. New Business

- a) The Committee heard a presentation from Amanda Grieve, Dayton Society of Artists Gallery Director, and DSA Vice President Brianna Furman on a proposal to bring an artist from Monrovia to Dayton in 2019, to include the DSCC setting aside up to \$2,100 to bring an artist from Monrovia (to be identified by the Union of Liberian Artists) to Dayton for an arts residency and exhibition.
Peggy made a motion to approve the proposal; seconded by Emerie Lukas – a motion to amend the proposal to stipulate that it is contingent upon the establishment of a dedicated Monrovia sub-committee was made by Kevin Lydy, seconded by Carolyn Rice, and passed unanimously. The main motion was passed unanimously, with Arch Grieve abstaining, citing a conflict of interest.
- b) Arch provided an update on the Warped Wing “Meet and Greet” event on December 11, 2018, explaining that 8 individuals filled out sheets expressing a desire to get involved, and many of them showed up tonight. He encouraged them to email him and follow up to explain how they’d like to be involved going forward so that he can make sure they know about upcoming sub-committee meetings.
- c) Arch explained that he has a meeting with the World A’Fair director to discuss possible involvement on the part of the DSCC at the kid’s booth, with the hope that Sister City student travelers could help man the booth and answer questions about our relationships during certain times of the festival.

9. Other Items for the Good of the Committee

- a) With Kelly Geers leaving committee, there was a vote to approve Kelly as an official Associate of the Dayton Sister City Committee.
Moved: Arch; Seconded: Carolyn – the motion passed unanimously.
- b) Arch explained that he discovered that individuals can apply to become local Homestay Coordinators through Sister City International and encouraged people who are interested in such a role to contact him for more information.
- c) Arch explained that DSCC will have a sponsored table at Dayton Council on World Affairs’ Annual Meeting on January 28 and hopes to use this as “Regional Sister City Event” going forward.
- d) Arch presented a small token of appreciation to Hunt Brown on behalf of the rest of the committee in recognition of Hunt’s many years of service as Chair of the Dayton Sister City Committee.

Future 2019 Meeting Dates - 5:30 pm, Coolidge Wall Law Office

March 12

May 14

July 9

September 10

November 12

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Dayton Sister City Foundation
 Income Statement by Fund
 for the period of 01/01/2018 to 12/31/2018

General Fund

Account Number	Account Name	Amount
Income		
4000	Membership Dues	\$220.00
4002	City of Dayton Annual Allocation	\$15,000.00
4003	Interest Earned	\$9.32
4004	Fundraisers for Scholarship	\$784.00
Total Income		\$16,013.32
Expense		
5001	Bank and WePay Fees	\$72.51
5102	Outbound Student Exchange to Augsburg	\$1,080.00
5106	Outbound Student Exchange to Oiso	\$1,695.00
5200	Regional Collaborative Programs	\$250.00
5300	Marketing Materials	\$235.95
5301	Website (Development, Hosting, Domain, Etc.)	\$624.37
5601	Sarajevo Inbound Adult Exchange	\$2,000.00
5603	Sarajevo Misc. Expenses	\$550.00
5700	Oiso Outbound Adult Exchange	\$415.90
5702	Oiso Gifts	\$300.00
5900	Unplanned Opportunities	\$478.48
5901	Attorney General COIN Fee & Sec State Fee	\$50.00
5903	Accounting Expenses	\$300.00
Total Expense		\$8,052.21
Net Income (Loss)		\$7,961.11
Summary		
Beginning Fund Balance		\$50,031.64
+ Other Fund Balance Movements		\$-10,784.00
+ Net Income / (Loss)		\$7,961.11
= Ending Fund Balance		\$47,208.75



Dayton Sister City Foundation
 Income Statement by Fund
 for the period of 01/01/2018 to 12/31/2018

Restricted Youth and
 Education Fund

Account Number	Account Name	Amount
Income		
4102	Outbound Student Exchange to Augsburg	\$7,100.00
4106	Outbound Student Exchange to Oiso	\$3,845.00
Total Income		\$10,945.00
Expense		
5101	Inbound Student Exchange from Augsburg	\$1,048.00
5102	Outbound Student Exchange to Augsburg	\$6,370.00
5106	Outbound Student Exchange to Oiso	\$5,322.71
Total Expense		\$12,740.71
Net Income (Loss)		\$-1,795.71
<u>Summary</u>		
Beginning Fund Balance		\$500.00
+ Other Fund Balance Movements		\$0.00
+ Net Income / (Loss)		\$-1,795.71
= Ending Fund Balance		\$-1,295.71



Dayton Sister City Foundation
 Income Statement by Fund
 for the period of 01/01/2018 to 12/31/2018

Restricted Funds (Other)

Account Number	Account Name	Amount
Income		
4001	Contributions/Donations	\$5,800.00
4004	Fundraisers for Scholarship	\$481.26
4005	Adult Outbound Travel	\$4,120.58
Total Income		\$10,401.84
Expense		
5601	Sarajevo Inbound Adult Exchange	\$4,165.28
5604	Sarajevo Special Events	\$2,231.21
Total Expense		\$6,396.49
Net Income (Loss)		\$4,005.35
Summary		
Beginning Fund Balance		\$0.00
+ Other Fund Balance Movements		\$0.00
+ Net Income / (Loss)		\$4,005.35
= Ending Fund Balance		\$4,005.35



Dayton Sister City Foundation
 Income Statement by Fund
 for the period of 01/01/2018 to 12/31/2018

Dayton Foundation
 Scholarship Fund #1405

Account Number	Account Name	Amount
Income		
4006	Investment Income	\$193.45
4007	Increase in Market Value	\$-479.25
Total Income		\$-285.80
Expense		
5003	Investment Manager's Fee	\$71.31
5004	Community Investment Fee	\$175.00
Total Expense		\$246.31
Net Income (Loss)		\$-532.11
Summary		
Beginning Fund Balance		\$0.00
+ Other Fund Balance Movements		\$10,784.00
+ Net Income / (Loss)		\$-532.11
= Ending Fund Balance		\$10,251.89